

disability

Disability Information & Support Handbook

A guide for students who have temporary or permanent impairments



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WELCOME

Welcome to the University of Otago. Some of you may have been here for several years; others of you may be new students or thinking about studying at Otago. Whatever your situation, you are sure to find useful information contained within the covers of this booklet.

Students using Disability Information and Support (DI&S) do not need to see themselves as 'disabled' in order to receive support. DI&S recognises that students with depression and other mental health conditions, specific learning difficulties, medical conditions, chronic illness, temporary injuries, visual, hearing, and mobility impairments, as well as those who are Deaf, may require additional resources or assistance while studying.

Because you are an individual with your own requirements, our services are organised around meeting those rather than focusing on the type of impairment or condition you might have.

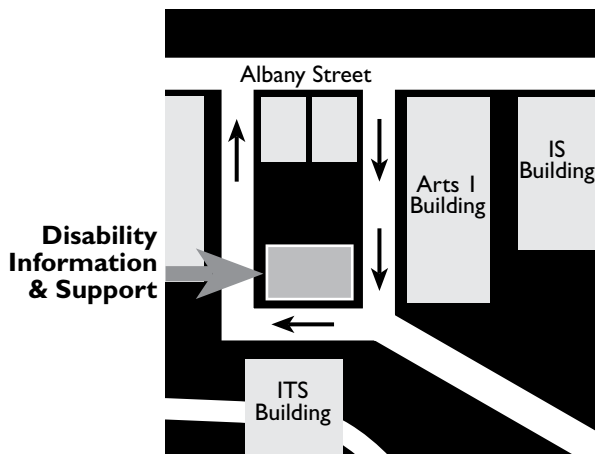
We do not want you to feel this booklet is the last word on the services and resources the University of Otago offers. If something is not mentioned here, do not assume that it is unavailable. Remember that the key to successful study is to plan ahead, check out the facilities, ask for assistance where needed, and to do so early!

Our website contains heaps of other information, check it out.
www.otago.ac.nz/disabilities

Good luck for the year.

DISABILITY INFORMATION & SUPPORT CONTACT DETAILS

Disability Information and Support is located in 262 Leith, a brick house adjacent to Arts 1 at the south end of campus.



THE DISABILITY INFORMATION & SUPPORT TEAM

The Disability Information and Support service has nine staff members (The Manager, four Student Advisors, NZ Sign Language Interpreter, Note-taking Service Coordinator, Administrator and Receptionist) as well as a number of part-time and casual staff.

www.otago.ac.nz/disabilities/html/support/dis_support.html

The Office is open from 8.30am to 5.00pm, Monday to Friday.

Postal Address

Disability Information & Support
University of Otago
P O Box 56
Dunedin

Tel: 03 479 8235

Fax: 03 479 5873

Email: disabilities@otago.ac.nz

Or phone the University of Otago Call Centre on 0800 80 80 98

USING DISABILITY INFORMATION & SUPPORT

Eligibility

DI&S is here to assist students with impairments, mental health conditions, injuries, specific learning disabilities, chronic illnesses, or those who are Deaf.

Getting Support or Advice

To use DI&S, students should make an appointment to see a Student Advisor who will discuss their requirements with them and if required organise a support plan.

Documentation

If you require learning support or Alternative Exam Arrangements you will be asked to provide documentation from a relevant specialist (e.g. Doctor, Psychologist, Learning Specialist, Physiotherapist, Occupational Therapist).

Privacy Issues

Disability Information & Support Office

The information that you provide DI&S in relation to your support requirements will be held by DI&S, and will not be accessible to other people unless you give permission to release it.

Enrolment

When enrolling at the University you will be asked to identify if you have a disability and, if you do, whether your disability affects your study. We encourage you to fill out this section as this information is used to generate a mailing list to keep you informed of issues and events that are of particular relevance

to your situation. It will also be used to compile statistical data, for example for reporting to the Ministry of Education on the University's progress in relation to equity targets.

Only the student concerned and DI&S staff can view the disability information that is provided at enrolment. No other staff on campus has access to this information.

This information should be provided annually as the information is not carried over from one year to another.

REMEMBER

The support you receive from the University or DI&S is not documented on your academic record or marked on your qualification.

All services provided by DI&S are free.



Disability Information & Support's offices are located in this building

THE DISABILITY INFORMATION & SUPPORT WEBSITE

The Disability Information and Support website contains useful information about the support and resources available at the University, as well as links to other disability-related sites.

Other information on the website includes:

- Information for prospective students
- Funding options
- Resources to help students with impairments succeed at University
- Resources for staff about how best to teach and support a student with a specific impairment
- Links to disability and Deaf focused web sites
- Information on disABILITY, the University of Otago support and advocacy group
- Disability related seminars being offered at the University
- What's New section

Please contact us with ideas for improvement, or suggestions of other information you think we should include in our site.

Using our website is a fun and easy way to gain information about a range of topics.

Access it at:

<http://www.otago.ac.nz/disabilities/>

Also check out the University "Study at Otago" website www.otago.ac.nz/study/ for general information about studying at the University of Otago.

THINKING ABOUT STUDYING AT OTAGO UNIVERSITY?

The University's website has a lot of information and advice for prospective students. www.otago.ac.nz/prospectivestudents

Schools' Liaison Officers

The University's Liaison Officers provide prospective students with information and advice about courses and other aspects of life at Otago. They can help you plan your course of study. They are available for individual interviews at their offices and for advice by phone, fax, letter or e-mail.

There are Liaison Officers located in Dunedin, Wellington and Auckland. All of the Liaison Officers travel around their regions visiting high schools.

For further information

Tel: 03 479 8247

Fax: 03 479 7377

Email: liaison@otago.ac.nz

Web: www.otago.ac.nz/services/liaison_office

Foundation Year

Foundation Year has two programmes that prepare students for entry into the University of Otago: the two-semester Foundation Studies Certificate (FSC) and the one-semester Certificate in University Preparation (CUP). These programmes provide specific academic preparation for undergraduate studies and are open to NZ citizens, permanent residents and

international students (FSC only). Students can study some papers part-time. We have a proven track record for providing students with the skills they need for successful first year studies.

For students for whom English is a second language, our language centre teaches programmes which enable students to meet the English language requirement for entry to university as well as preparing them for study at university. The language centre also assists these students to meet their specific goals with regard to communicating in English.

For further information, please refer to our website: www.otago.ac.nz/foundationstudies or contact us by phone at (03) 479 5250.

Full-time or Part-time Study?

The decision whether to study full-time or part-time can be a hard one for any student. The following information may help you.

Limited Full Time Study

If you have an illness or disability that prevents you taking on a full-time workload, you may be entitled to apply for limited full-time status. Limited full-time status acknowledges that you have to put in as much effort, when completing a part-time workload, as does another student completing a full-time course. Limited full-time status will allow you to study 3 or 4 papers over the course of the year, or 2 papers over the course of one semester, without losing your student allowance or loan. For more information contact a DI&S Student Advisor.

Entry to University

Not all students are able to meet the common entry requirements for attending University. Some have been failed by the education system, others have missed sections of their education and qualifications because of illness or accident. Many such students are capable of study at university and the University has a number of entry methods that recognise this. Contact one of the University's Liaison Officers to discuss your options.

Tel: 03 479 8247

Fax: 03 479 7377

Email: liaison@otago.ac.nz

Web: www.otago.ac.nz/study/entrance.html#formalqualification

Information Open Days

Each year the University of Otago holds two Open Days. These are held during term time, and give visiting school students and others the opportunity to experience the uniqueness of the Otago campus, to attend special presentations and tours, and to visit the Residential Halls and Colleges.

This is a good chance to check out the university environment to see if it meets your needs. DI&S runs events on these days. Check out the Open Days programme or "What's New" on the DI&S website for more information.

If you are interested in receiving a copy of the programme for the Dunedin Tertiary Information Days, please contact

Claire Cook

Promotions & Events Manager

Tel: 64 3 479 8098

Toll-free: 0800 80 80 98

Fax: 64 3 479 8086

Email: claire.cook@otago.ac.nz

Hands-On Science

The University of Otago's Hands-On Science Week is an experience open to all students. Being Deaf or having an impairment is no barrier to participating in this programme. By attending this week Deaf and disabled students are able to experience "university life". Each year students attend who have a wide range of disabilities including cerebral palsy, specific learning disability, partial vision and students who are Deaf and use sign language. The feedback from students attending these weeks is very positive.

Traditionally the area of Science has not been seen as a study or career option for Deaf or disabled students. Deaf and disabled students at the University of Otago are studying successfully in the Division of Sciences and we want to encourage even more students to enter this area of study.

The University of Otago Disability Information and Support Office offers two grants of a maximum of \$1,000 each for students who are Deaf or who have a disability to assist them in attending Hands-On Science.

For more information check out www.otago.ac.nz/handsonscience/ or contact the Learning Support Manager of DI&S.

PREPARING FOR YOUR FIRST YEAR

NewStart

NewStart is a programme providing an introduction to University for mature students who are returning to study. Run each year the programme provides information on how a degree is put together, how you learn at university, how student allowances work and other useful facts.

For further information

Tel: 64 3 479 8247

Fax: 64 3 479 7377

Email: lyn.saunders@stonebow.otago.ac.nz

NewSkills

NewSkills is a series of seminars run through the Student Learning Centre particularly designed for those who are not coming to university directly from school, have not attended university before, or who have not studied for some years. Run early in the year, the programme covers such topics as a positive approach to learning, effective use of study time, improving reading ability, essay, assignment and report writing, and note-taking.

For further information contact:

The Student Learning Centre

Tel: 03 479 5788 or 03 479 5786

Email: student-learning-centre@otago.ac.nz

FUNDING YOUR STUDY

There are a number of ways students can fund themselves through their studies. Some of the following methods may be applicable to you.

Awards and Scholarships

There are a number of scholarships available for students.

- *University of Otago Scholarships Database*
Check out the University of Otago Scholarships Database at policy01.otago.ac.nz/scholarships/index.html
- *BreakOut Database*
For information on over 2,100 awards, scholarships and grants go to the BreakOut database. BreakOut access is only available if you are using a computer on the University of Otago network such as in a Computer Resource Room.
- *Awards and Scholarships targeting Deaf or Disabled Students:*
Check out the DI&S Website under Funding for a list of Awards and Scholarships that target Deaf or Disabled Students. www.otago.ac.nz/disabilities/html/funding/

N G Stewart Scholarships (\$3,000 for one year)

The N G Stewart Scholarship was established in 2003 with funds bequeathed by Norman George Stewart (1913-1997) through the Stewart Coombs Trust.

This scholarship is awarded to a student of the University who has a disability that makes attending university a challenge.

For more information contact the Manager of DI&S or www.otago.ac.nz/study/scholarships/undergraduate_scholarships

Training Incentive Allowance

If you are receiving a Work and Income New Zealand (WINZ) benefit you may be eligible for a *Training Incentive Allowance* to help pay your fees. You should make enquiries at your WINZ office or contact Disability Information and Support.

Student Loan Scheme

Please contact Work & Income New Zealand (WINZ) for details. Freephone 0800 88 99 00.

If you wish to pay your fees by loan, make sure you apply for your loan at least 6 weeks prior to the start of your study. Further information on Government Student Loans and Student Allowances is available from the Studylink website at: www.studylink.govt.nz/

WHAT SORT OF ASSISTANCE CAN BE PROVIDED?

If you have a problem with:

A possible solution is:

taking notes	a note-taker or access to lecture & tutorial notes
reading print materials	materials in alternative formats
keeping up with course work, and meeting deadlines because of your disability/impairment	one-to-one tutoring negotiating extensions with departments
hearing in lectures and tutorials	FM hearing amplification systems NZSL Interpreter
lecture & tutorial notes	Note-taking service
using stairs	locating lectures & tutorials in accessible rooms
performing practical tasks	individual laboratory or library assistants

studying comfortably	specialist equipment and furniture study and rest rooms
sitting examinations or tests	alternative examination arrangements
studying full-time	limited full-time status
the University environment	advocacy
finding somewhere to live	accommodation options
paying for your studies	advice on disability-related scholarships & grants

Note: This is not a complete list.

WHAT SERVICES DOES DISABILITY INFORMATION & SUPPORT PROVIDE?

As well as providing students with support, advice, advocacy and information, DI&S provides a number of specific resources and services.

Assistance with Enrolment

Comprehensive enrolment information can be found in the University of Otago Prospectus or at www.otago.ac.nz/study/enrolment/

If you would like assistance with the main enrolment process, for example if you have difficulty filling out forms, standing in queues, hearing in noisy rooms, or if you are anxious in crowds DI&S has people available to help you complete your enrolment. These people can help you to avoid queues, locate course advisors and complete the approval process.

DI&S can also arrange for you to complete the Course Approval process prior to the main approval days. This is particularly useful for students who become fatigued easily or who feel anxious in crowds.

Orientation

Check out the DI&S website to see what Orientation activities DI&S has organised for students.

Arranging Looped Lecture Theatres and Tutorial Rooms

A number of lecture rooms have hearing loops installed. If you would benefit from a looped room, contact a Student Advisor **well before** the start of the semester to determine if your classes can be scheduled in these rooms. *A number of portable FM hearing loops are also available, which can be borrowed from DI&S.*

Arranging Accessible Lecture Theatres and Tutorial Rooms

Most of the buildings on campus are accessible to people who are unable to use stairs. If, however, you use a wheelchair or you are unable to climb stairs, it is important that you let a Student Advisor know which papers you are taking **as early as possible**, preferably before the start of the semester. This will ensure that all your lectures and tutorials are held in accessible rooms.

DI&S can provide you with a map that shows the accessible entrances to lecture theatres and general amenities on the Otago campus.

Reformatting of Print Materials

Students with a range of impairments may require print materials in alternative formats, which can include large print, different coloured paper, Braille, audio tape, Plain English, or E text.

Students requiring texts or course materials in an alternative format need to contact their lecturers as soon as possible to determine what course materials are required. It is essential this occurs well in advance, so that materials can be located and translated in time for the student to use them. If necessary, contact a Student Advisor to assist with this process.



To determine whether the print materials you require are already available in your preferred format, you will need to provide the DI&S Student Advisor with:

- the title, authors, or editors,
- the particular edition,
- the format you require.

If the materials are not available in the format you require, you will be asked to provide a print copy of the material that is to be translated and complete “An Alternative Format Requirements” form.

Alternative Formatting of Examinations

If you require your assessment/test papers in an alternative format you should notify your lecturers and your Student Advisor as early as possible. You must also apply formally to have any final (end of semester) examination papers provided in an alternative format. Refer to Alternative Examination Arrangements.

Note-taking Service

If you are unable to take your own notes there may be other ways for you to obtain lecture and tutorial information. These include:

- Approaching your lecturer and asking if they are able to provide you with copies of notes or overheads.
- Asking the lecturer if notes are available via Blackboard (this is a computer- based teaching package).
- Checking the Closed Reserve Desk and Copy Shop to see if they have copies of the notes you require.

If none of the above options are available, and you are likely to require notes for more than four weeks, contact DI&S who may be able to organise note-taking support for you. The note-taker is usually someone enrolled in the paper and who is given training in good note-taking techniques so the quality of notes is usually excellent. Since these notes summarise the lecture,

students still need to attend all classes. Contact your Student Advisor if you require this service.

Sign Language Interpreters for Deaf Students

The University of Otago is aware of the varying communication methods of Deaf people. The University of Otago employs New Zealand Sign Language Interpreters who are available to students. If there is a need for further interpreting services this may be arranged.

If you require a Sign-language Interpreter, contact a DI&S Student Advisor as early as possible before the start of the semester.



Additional One- to- one Tutorials

Some students, because of their conditions or impairments, require additional tutoring to keep up with or to fully understand their studies. Where necessary, DI&S provides individual tutoring to those who require it.

Please contact your Student Advisor if, during the year, you feel that you are falling behind. Alternatively, if you know that your disability will make it extremely difficult for you to cope without extra tutoring, let your Student Advisor know before your classes start.

Equipment Pool

DI&S has equipment available for students to borrow. Items include:

Amplified Phones	Portable FM Amplification Hearing Systems
Foot Stools	Fire and door bell systems for Deaf¹
Kneeling Chairs	Ergonomic Chairs
Writing Boards	Desk Lecterns
Ergonomic Keyboards	Book Rests
Quickpads / Alpha Smarts	Ergo Rests and Joy Stick
Lockers	Tape Recorders and Dictaphones
Franklin Wordmaster Spell checker	Software
Lamps	Quicktionary Reading Pens

¹ To be installed in flats or Hall rooms

Students are required to pay a bond when borrowing items. If DI&S does not have the equipment you require and if you can demonstrate your need, DI&S may be able to obtain the item for you.

Library, Laboratory and Field Work Assistants

If your course has a practical component (e.g. if you're studying psychology, geography, or surveying) an assistant can be provided if you are unable to complete the practical work independently.

Similarly, if you are unable to complete your research for essays and reports in the library without assistance, a library assistant can retrieve resources for you. Contact your DI&S Student Advisor for more information.

Alternative Examination Arrangements

Alternative Examination Arrangements are put in place to ensure that students are not penalised by the constraints of their condition or impairment. If you have difficulties sitting examinations under conventional conditions there are several options available to you.

Options available include a reader, a writer, additional time, specialist furniture, brailled or enlarged print exam papers, or the use of a computer. These can be arranged by completing an application form and providing documentation from a relevant specialist (eg doctor, psychologist, learning specialist). This documentation must clearly support the alternative arrangements requested.

Examinations and Tests during the Semester

Examinations and tests held **during** the semester are under the control of the teaching department concerned. For Alternative Arrangements for Terms Tests or Departmental Examinations during the semester, please contact your DI&S Student Advisor *at least 10 working days prior to the test/examination.*

Final End of Semester Examinations

The Examinations Office, Student Administration, administers final examinations centrally. Students must apply for Alternative Examination Arrangements to the Chief Supervisor of Examinations on the appropriate form by the following dates:

The deadline for semester one examinations:	1 May
The deadline for semester two and full year examinations:	1 September
The deadline for Summer School:	15 January

Students who have registered with DI&S or who have indicated on the main enrolment form they have a disability which affects their study will be sent an Alternative Arrangements Application form. Also, application forms can be picked up from the DI&S Office or from the website www.otago.ac.nz/study/exams.html#4.

To apply for Alternative Arrangements for Final Examinations, fill out the application form and attach documentation (from your doctor, physiotherapist, counsellor, psychologist, learning specialist, etc.) stating your reason for requiring such arrangements, and return the completed form to the DI&S office on or before the due date. 5.00pm on the following Monday if it falls in the weekend.

Late applications due to accidents, the onset of a new condition or the unexpected worsening of chronic conditions will be considered. However late applications on other grounds **will not generally be granted.**

If your application is declined and you wish to appeal this decision you can write a formal letter to the Manager of Student Administration. This letter should clearly explain why you think that your Application for Alternative Arrangements should be granted. You should also provide documentation (from a health or other professional) to support your appeal.

Please note that students must apply for Alternative Arrangements in Final Examinations each semester.

Arrangements cannot automatically be carried over to the next examining period. In some cases students with impairments can apply to the Learning Support Manager, Disability Information and Support to have their condition, impairment or disability recognised as permanent. However the student still needs to complete an application form for each semester that they require Alternative Examination Arrangements, but they do not need to provide documentation each time.

Final Departmental Examinations

Some final examinations are organised by individual teaching departments rather than organised centrally by Student Administration. For Alternative Arrangements for Departmental Final Examinations, please contact your DI&S Student Advisor at *least 10 working days prior to the examination*.

Special Consideration

Students can apply for Special Consideration in a final examination if they feel that their performance was seriously impaired by illness or other exceptional circumstances beyond their control, such as a bereavement. Appropriate documentation must be provided (in medical cases, a doctor's or other health professional's verification of the student's illness **at the time of the examination**) along with a Special Consideration application form that is available from the Student Information Centre or DI&S. This form must be completed and returned with the accompanying supporting documentation within five calendar days of the last examination for which the student is applying for Special Consideration. Information about Special Consideration is included in the notes on the reverse of the student's personal examination timetable. www.otago.ac.nz/study/exams

Students who are granted Alternative Examination Arrangements are not usually granted Special Consideration on the same grounds in an examination unless there are exceptional circumstances.

Study Rooms

There are three Study Rooms situated around the Otago campus which are available to students using DI&S. Each room has a range of specialist equipment, computer software and furniture. These rooms can only be accessed by using your student ID card; please contact your DI&S Student Advisor to arrange access to these rooms. For further information about the equipment, computer software and furniture available, please contact a Student Advisor.

Mobility Parking

Limited on-campus parking is available to those with a demonstrated need. There are approximately twenty-two mobility car parks located around the campus. DI&S has a map showing the location of these mobility car parks.

Students who wish to apply for a parking permit to use the University Mobility Parks are required to either provide current documentation from a relevant professional supporting the need for parking or their current CCS operation mobility card. If a parking permit is approved, the student will be asked to supply details about their car (make, model, and registration) and show their drivers licence to their Student Advisor. Once this information is supplied the parking permit will be issued.

NOTE

that a CCS operational mobility card is **not** sufficient to use the University mobility car parks.

Those who park in mobility car parks without displaying the appropriate parking permit will be towed away at their own expense.

The Dunedin City Council has a number of Mobility car parks around the outside of the campus area. Please note that to park in these a CCS parking permit is required.

STUDYING AWAY FROM THE OTAGO CAMPUS

Disability Information & Support offers support and advice to students who are enrolled in distance learning or extramural courses. The range and nature of support may differ according to the location of your study, but wherever possible DI&S will attempt to fully meet your requirements.

It is important that you contact DI&S as soon as you enrol and make them aware of your particular situation and location.

Check out the University Distance Website www.otago.ac.nz/courses/distance_study



INTERNATIONAL STUDENTS

DI&S offers support to International Students. It is important that you check in advance to ensure DI&S is able to meet your specific requirements. You need to be sure that the University can provide you with the type and level of support you are used to and that the Alternative Examination Arrangements meet your particular requirements.

It is also important to bring with you full documentation outlining any learning support needs as well as any other relevant medical documentation.

If you are reliant on technology you should check that your technology is compatible with that used in NZ and that back-up or repairers are available. If you take medication, check that it is available in NZ.

If you have any questions or want to check anything out contact the Learning Support Manager of DI&S or email dis.learningsupport@otago.ac.nz.

Check out the University's International Website www.otago.ac.nz/international



OTHER UNIVERSITY SERVICES - WHAT DO THEY OFFER ME?

Students at the University of Otago are well supported by a wide range of academic, electronic, recreational and welfare services. A full list of these services can be found on the website www.otago.ac.nz/services

The following section highlights some of the University's services, which may be of particular interest to students who use DI&S.



Libraries

Library Tours

Each of the University of Otago Libraries offer tours to familiarise new users, to show you how to search for books or articles, and how to use the Reserve Desk. Individual tours are available if you prefer. To request an individual tour contact the Library Help Desk or talk to your DI&S Student Advisor.

Library Retrieval Service

In certain circumstances the Library will provide a retrieval service for students on campus who have difficulty retrieving library resources. This service has been put in place to improve equity of access to University of Otago Library resources. For more information contact your DI&S Student Advisor.

The Central Library

- There are a number of catalogue terminals with Zoomtext screen enlargement software.
- Staff at the Library's Copying Service may assist students if they are unable to use the photocopiers.

The Medical Library

The Medical Library has a small study room available for students who use DI&S. People wishing to use the room should contact their DI&S Student Advisor to make arrangements.

The Science Library

The Science Library has a limited number of study carrels for students who use DI&S. Contact your Student Advisor for further information.

Student Learning Centre

The Student Learning Centre offers a range of free services to assist all students, undergraduate and postgraduate, in order to improve their study and learning skills. Workshops are held regularly throughout the year on a wide range of topics to make study more manageable and enjoyable, and to help students develop skills to take into life beyond university. Individual assistance is also available where students can discuss general concerns or a particular assignment problem. A resource room houses study skill guides including books, pamphlets and videos.

The Student Learning Centre is located in the south-west corner of the ground floor of the Information Services Building (Central Library).

Tel: 03 479 5786

Fax: 03 479 5787

Email: student-learning-centre@otago.ac.nz

Web: <http://slc.otago.ac.nz/>

Student Health Services

Student Health Services are a multidisciplinary health care team committed to providing comprehensive care to the University of Otago student community.

For information regarding the cost of services provided by Student Health Services visit their website. The Student Health Services Building is located on the corner of Albany and Walsh Streets.

Medical/Nursing Tel: 03 479 8212

Counselling Tel: 03 479 5173

Fax: 03 479 8106

Web: www.otago.ac.nz/studenthealth/



Careers Advisory Service

The Careers Advisory Service encourages students to use its wide range of resources. The service has excellent career information resources including folders, books and videos on career options, CV writing, interview skills and job search techniques. Current vacancies, career opportunities and training options are posted on the CareerHub database which can be accessed with your student username and password on the Careers website. You can receive assistance with your decision- making from a Careers Advisor at any stage of your course.

The office is open Mon – Fri 9.30am – 5.00pm

Tel: 03 479 8244

Fax: 03 479 9148

Email: careers@otago.ac.nz

Web: www.otago.ac.nz/careers

Recreation Services

University of Otago Recreation Services staff will provide assistance, wherever possible, to help students successfully participate in a full range of recreational activities.

From 2007 all services will be provided at one location in the Unipol Sports Centre. Various activities and services are available including use of the weights and cardio rooms, fitness classes, recreational courses, equipment for hire, social sport modules, trips and tours, as well as lots of information about other sport and recreation options around Dunedin and beyond.

Students who wish to participate, would like more information or who think they may require assistance can contact:

Recreation Services
Unipol Sports Centre
96 Anzac Ave

Tel: 03 479 5888 / 03 479 5480

Fax: 03 477 7333 / 03 479 5481

Email: unipol@otago.ac.nz
recreation.services@stonebow.otago.ac.nz

Web: www.unipol.co.nz
www.otago.ac.nz/recreation

Accommodation Options

Otago University is a compact campus to move around in and has many accommodation options close to campus. Some are actually just across the road from the University itself.

When choosing your accommodation you may have a set of requirements that you need to be meet. If you need help locating the best options for you the Accommodation Office staff are able to give general advice on student accommodation, including flatting, residential halls and colleges, and private board. DI&S staff may be able to help you with your more specific needs and arrange for any modifications or equipment you may require.

The University owns a number of flats, some of which have been adapted to meet the needs of people with physical impairments. Currently there are properties which have been adapted for students who use wheelchairs. These flats are close to campus, have wet area showers, low benches, and other adjusted kitchen facilities.

The University also owns properties which have been adapted for students who are blind. Adaptations include hand railings and high fences for guide dogs.

If you are thinking about going flatting it may be possible to adapt a University owned flat to meet your needs. In this case you must express your interest to the Manager, Disability Information and Support, by June of the preceding year.

For detailed information on accommodation, including residential halls and colleges, see the University of Otago Prospectus or contact the Accommodation Office or the Manager at Disability Information & Support.

Accommodation Office:

Tel: 03 479 8950

Fax: 03 479 8249

Email: accommodation@otago.ac.nz

Web: www.otago.ac.nz/about/accommodation



Māori Centre

Nau mai, haere mai Tauiti mai

The Māori Centre is a support service for all students of iwi descent. The Centre aims to encourage Iwi Māori to participate and succeed in tertiary education. The Centre offers support for academic, cultural and social needs from pre-enrolment through to graduation and operates from a kaupapa Māori (Māori philosophy) and provides a wide range of services.

Māori Centre, Student Services

515 & 519 Castle Street North

Tel: 03 479 8490/8490

Email: maori-centre@otago.ac.nz

Web: www.otago.ac.nz/services/maori.html

Pacific Islands Centre

The Centre is the base for Pacific Islands students from the Pacific, around New Zealand and the world. Who is a Pacific Islander and who can access the Centre? Pacific Islanders refer to people from the Polynesian, Melanesian and Micronesian groups. If you're from there, or of descent from these groups, WELCOME, this is your centre.

Tel: 479 8278

Email: pacific@otago.ac.nz

Web: www.otago.ac.nz/pacific/

SUPPORT AND ADVOCACY

Departmental Disability Support

A number of departments have a staff member who has been named as a staff contact for Deaf students or those with temporary or permanent impairments, injuries, or chronic illnesses. Their role is to advise and advocate on behalf of students, and to provide additional support in conjunction with DI&S. It is up to the student whether they want to contact this person, another person in the department or DI&S.

Check with DI&S or on the DI&S website to see who is the current Departmental Contact for your department. www.otago.ac.nz/disabilities/html/information/contacts/disability_contact.html



disABILITY

disABILITY is made up of staff and students (with and without disabilities) who provide support and advocacy for each other and run various educational and social activities during the year. Its aim is to achieve a barrier-free campus in terms of both the physical and attitudinal environment.

disABILITY is informal but takes seriously its role of advocacy and support for students with disabilities. It meets monthly in the Clubs and Societies Building and produces a regular Newsletter.

disABILITY holds a Disability Awareness Week each year to raise the profile of disability issues on campus.

Contacts

disability.group@stonebow.otago.ac.nz

or

disability@otago.ac.nz

OUSA Advocacy Service

The OUSA Student Support Centre exists to make your student experience as trouble-free as possible.

The Staff and team of volunteers offer students free and confidential advocacy, advice, support, mediations, and a friendly ear to listen.

You can pop into their office under the Cumberland St Archway, next to Student Job Search or contact them on:

Tel: 03 4795448

Fax: 03 4795346

Email: help@ousa.org.nz

Web: www.ousa.org.nz/

Disability Advocates

Health and Disability Advocacy is available to any New Zealander who has a concern or complaint about a health or disability service. For more information visit their website: www.hdc.org.nz/advocacy

COMMUNITY SUPPORT

Personal Care and Home Help

If you have a disability or have difficulties with day to day activities outside of your university study you may be entitled to personal care and/or home help. Personal care and home help are schemes which provide assistance for people with disabilities to assist them with daily tasks. Workers from personal care organisations will come to you wherever you are and assist you with personal tasks, such as showering and toileting, that you find difficult. A home help worker can come into your home (whether it be a residential hall or college, a flat, or your own home) and assist you with household tasks such as washing, ironing, cooking, and cleaning.

For more information on these schemes contact the Head of Service, Disability Information & Support.

Disability Information Service (DIS)

The Disability Information Service provides an information and referral service for people with disabilities. Information is held on a large number of disabilities and health related groups throughout New Zealand.

DIS publishes the Directory of Health Related Groups in the Otago Area, which is a useful guide.

Tel: 03 471 6152

Fax: 03 471 6159

Email: dis.dn@xtra.co.nz

Web: www.disabilityinfo.co.nz





Office Hours

Monday to Friday 8.30am to 5.00pm

Location – 262 Leith Street

(small brick house adjacent to Arts 1 at south end of campus)

Enquiries

Tel: 03 479 8235

Or phone the University of Otago Call Centre on 0800 80 80 98

Fax: 03 479 5873

Email: disabilities@otago.ac.nz

Web: www.otago.ac.nz/disabilities

